

# Tokyo International Progressive School

## Journalism Course Outline

2025-2026

Ms. Aki Takeuchi and Mr. Daniel Baker - Room 22



### COURSE DESCRIPTION

In this Journalism course, students will be proactive and dedicated members of a team to produce the school newspaper, *The Wolverine*. Students will be guided through the fundamental steps of journalism and running a school paper by the teacher, but much of the decision-making and publishing process will be conducted by the students. This year, *The Wolverine* is scheduled to be published once every three weeks and aims to cover a comprehensive range of topics that reflect the students' interests. Many of the interviewing, writing, and editing skills acquired during this course will be helpful to students in other areas of their studies.

### GENERAL STUDENT EXPECTATIONS

For every lesson, students are required to bring their water bottles, headphones/earphones, and charged laptops. When in use, laptops must be on the desk and visible to the teachers. Students are responsible for submitting their articles on time, as well as assisting with printing, stapling, and distributing of the school paper when requested to by the teacher. Only students with explicit permission will be permitted to use mobile devices to take photographs, and they will be required to wear a Wolverine badge while doing so. This privilege can be revoked at any time if a student is not adhering to the Journalism expectations or the school's Mobile Phone Policy. As this class involves the production of a newspaper as a collective team, deadlines will be strictly adhered to. The section "Late Work Policy" in the following pages will outline the specific consequences of missing deadlines. Students are expected to engage actively in the group decision-making process so that the product is one that all members can be proud to have contributed to.

### EARNING YOUR GRADE

Students' grades will be determined on the 6Ps every lesson, on a score out of 10. Although they are not graded on the quality of their final product (i.e. the features they write for the paper), they

should be aware that not using class time effectively will reflect poorly in the 6P grades, particularly for the “productive” portion.

The 6P criteria are as follows:

<i>Positive/Pleasant/Polite</i>
<ol style="list-style-type: none"> <li>1. Do I speak positively about myself, my peers, my teachers, and my school?</li> <li>2. Do I always respond positively to adult requests?</li> <li>3. Do I look for opportunities to help others succeed?</li> <li>4. Do I use good manners?</li> <li>5. Am I considerate of the point of view of others?</li> <li>6. Am I a courteous and attentive listener?</li> <li>7. Do I treat the environment respectfully and gently?</li> <li>8. Do I go out of my way to include others in the activity, especially those not part of my circle of friends?</li> </ol>
<i>Prepared/Punctual/Productive</i>
<ol style="list-style-type: none"> <li>1. Do I bring all the required materials to class?</li> <li>2. Am I on time for class and ready to begin work at the bell?</li> <li>3. Do I participate fully in all the learning activities?</li> <li>4. Am I on task without a teacher’s supervision?</li> <li>5. Do I work at a challenging level?</li> <li>6. Do I find ways to assist my peers in their learning?</li> <li>7. Am I supportive of the efforts of my peers in the classroom?</li> <li>8. Do I take care of my own health so I am fully engaged in learning?</li> </ol>

This will be converted into the TIPS/UNHS grading scale:

<i>Letter Grade</i>	<i>Mark Range</i>
A+	98 - 100
A	93 - 97
B+	90 - 92
B	85 - 89
C+	82 - 84
C	77 - 81
D+	74 - 76
D	70 - 73
F	69 or below

### **IMPORTANT DATES** (*subject to minor changes throughout the school year*)

<i>Publication</i>	<i>Draft Due Date</i>	<i>Printing Date</i>
Issue 01	Wednesday, September 3, 2025	Wednesday, September 10, 2025
Issue 02	Wednesday, September 24, 2025	Wednesday, October 1, 2025
Issue 03	Wednesday, October 15, 2025	Wednesday, October 22, 2025
Issue 04	Wednesday, November 5, 2025	Wednesday, November 12, 2025
Issue 05	Wednesday, November 26, 2025	Wednesday, December 3, 2025
Issue 06	Wednesday, January 14, 2026	Wednesday, January 21, 2026
Issue 07	Wednesday, February 4, 2026	Wednesday, February 11, 2026
Issue 08	Monday, March 2, 2026	Monday, March 9, 2026
Issue 09	Wednesday, April 1, 2026	Wednesday, April 8, 2026
Issue 10	Wednesday, April 22, 2026	Wednesday, April 29, 2026
Issue 11	Wednesday, May 13, 2026	Wednesday, May 20, 2026
Issue 12	Monday, June 1, 2026	Monday, June 8, 2026

This year, *The Wolverine* aims to publish 12 issues throughout the school year; approximately six per semester. Students across both sections (Monday and Wednesday) will work together on one cohesive end product. Any changes made to this schedule will be communicated in person, on Google Classroom, and the publication schedule poster displayed outside Room 22.

### **LATE WORK POLICY**

Most deadlines are set to Wednesday, regardless of whether the student is in the Monday or Wednesday section of the *Wolverine*. (Please see the gray dates in the table above for the few exceptions when the due date/printing day is a Monday.) If a student feels that they need an extension for the current issue, it must be discussed with one of the teachers by the Monday of the deadline week. Late work that is submitted without discussion will result in deductions from the 6P grades. If the work is submitted over a week late (i.e. after the printing day), the student will be awarded a zero and miss out on the chance to have their work included in the issue.